



The City of Morgantown

389 SPRUCE STREET
MORGANTOWN, WEST VIRGINIA 26505
(304) 284-7431 TDD (304) 284-7512
www.morgantownwv.gov

December 21, 2015

**RE: V16-01 / Phillips / 1041 Curtis Street
Tax Map 41, Parcels 365 and 366**

Dear Property Owner:

The City's Planning and Zoning Code requires notification of property owners within two-hundred (200) feet of a site where certain land development and/or land use decisions are required by the Planning Commission or Board of Zoning Appeals.

Lisa Mardis, on behalf of Dave Phillips, has submitted a variance application for property located at 1041 Curtis Street. A map is enclosed with this letter illustrating the location of the subject site.

The **Board of Zoning Appeals** will consider this variance petition at a public hearing on:

**Wednesday, January 20, 2016 at 6:30 PM
City Council Chambers, City Hall, 389 Spruce Street.**

Project Description:

The petitioner seeks to construct an addition to the existing single-family house at 1041 Curtis Street that encroaches into the side setback standard, which requires variance approval by the Board of Zoning Appeals.

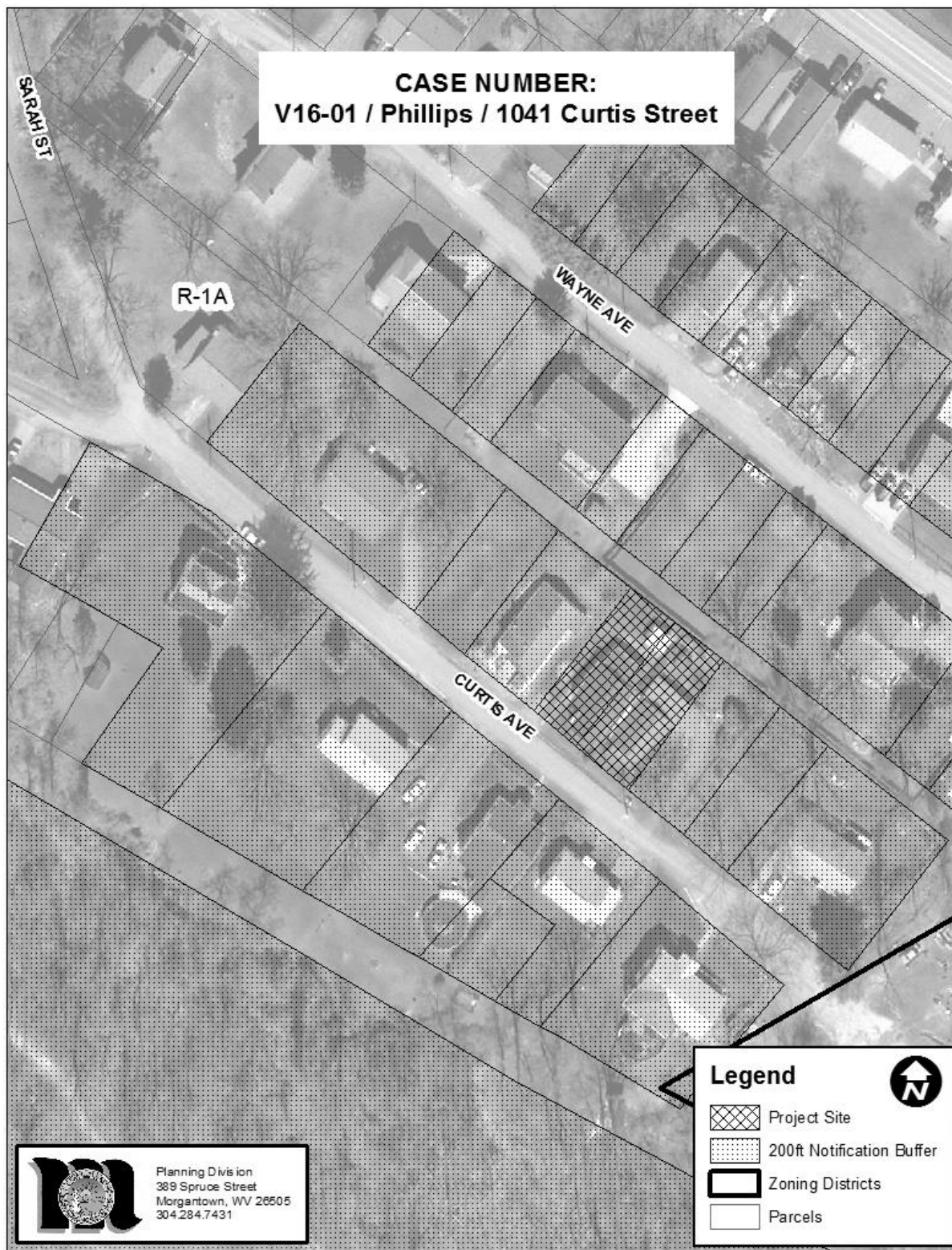
Should you have any questions concerning these petitions or require special accommodations to attend the hearing noted above, please call the Planning Division at 304-284-7431 or email to shollar@morgantownwv.gov. Written comments may be submitted to this email address or by mail to the Planning Division address noted above.

The agenda for this hearing and related staff reports will be posted on the City's website, www.morgantownwv.gov, approximately one week before the hearing.

Respectfully,

Stacy Hollar
Executive Secretary

Enclosure: Site map







CASE NUMBER:
V16-01 / Phillips / 1041 Curtis Street

R-1A

WAYNE AVE

CURTIS AVE

Legend

-  Project Site
-  200ft Notification Buffer
-  Zoning Districts
-  Parcels



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